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File

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MEMORANDUM FOR: Deputy Director
Secretary, N.I.A.
Asst. Director, Office of Special Operations
Asst. Director, Office of Operations
Chief, ICAPS
Asst. Director, Office of Collection & Dissemination
Executive for Personnel and Administration
Chief, Legislative Liaison Branch

Subject: Procedure for Attendance at CIG Presentations.

1. In order to provide effective security for CIG presentations, the following procedure is established:

a. Upon receipt of notice of a CIG presentation, each office of CIG will notify the Chief, Presentation Division, of personnel from that office who have been designated to attend the presentation. (NOTE: Unless otherwise indicated attendance at CIG presentations is restricted to those who have TOP SECRET clearance.)

b. Each person attending a CIG presentation will show his Identification card and give his name and office to the receptionist at the CIG Situation Room (Room 117, Central Building), who will check it against the list of names supplied by his office.

c. Clearance to attend presentations by those who are not members of CIG shall be obtained in each instance from the Chief, Presentation Division.


Colonel, F.A.
Assistant Executive Director

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